

## DTMB-Procurement Contract List Explained

The **DTMB-Procurement Contract List**, which is updated on a weekly basis, is the Department of Technology, Management and Budget's (DTMB) contract portfolio. This list is provided in two formats, Excel and PDF. (Download the file to enable the "find" and "sort" features in the Excel version if they don't work in your browser.)

The list includes contracts over \$25,000 executed by DTMB-Procurement, as well as some executed by agencies under delegated authority. It is important to note that the dollar amounts shown for each multi-year contract are estimates only, and are not necessarily reflective of the actual spend, which is typically less. This list does not include contracts or purchase orders with values under \$25,000, contracts issued under an agency's direct legislative authority, or all of those over \$25,000 if issued by individual state departments under delegated authority.

The list contains the following information:

- The contract number
- A link to the actual contract (click the "Open Contract" or "Open MiDEAL Contract" link)
- The state department that requires the goods and services covered in the contract
- The name of the current vendor
- A brief description of the goods and services covered in the contract
- The multi-year spend estimate for the contract (the cumulative value of the contract since its effective date). This is the maximum that *can* be spent; not actual dollars spent.
- The current expiration date for the contract, which may change if option years are exercised. Most contracts include base years and option years. The initial contract period (base years) is typically three to five years. The number of option years varies by contract, and they may or may not be exercised. To determine whether a contract will be bid, or an option will be exercised, contact the buyer on the cover sheet of the contract.
- Contracts may or may not be rebid for any of the following reasons:
  - ▣ **Non-recurring contracts:** Some contracts will not be rebid because there will not be a future or on-going need for the commodity or service.
  - ▣ **Delegated authority:** Contracts may be handled by departments other than Technology, Management & Budget due to delegated purchasing authority granted to them via statute, policy/procedure, or Memorandum of Understanding.

For a list of upcoming bid opportunities, including opportunities from some agencies, check the

["Quarterly Upcoming Bid List"](#)  
[on our Contract Connect website](#)

[If you are new to bidding on State contracts, we encourage you to review our Vendor Information web page to prepare.](#)